

2015-2016 Year-End Committee Report Form

Committee:

Chair:

Chair-Elect for 2016-2017:

Number of Meeting held:

(Please include phone/zip/email if available)

Items of Business Completed 2015/2016

1.

2.

3.

Unfinished Business Items from 2015/2016

1.

2.

3.

New Business Items for 2016/2017

1.

2.

3.

Please return to the Office of the Academic Senate (ADM 176/0024) by May 31, 2016.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: September 1st, 2015, 347 Clark Hall

- **Present:** Natalie Boero, David Bruck, Sen Chiao, Brent Duckor, Sage Hopkins, Chris Jochim, Geoffrey Liu, Emilie Schmidt (representing Leann Makhni), Alaric Trousdale (incoming member), Jing Zhang
- **Absent:** Steve Branz, Veronica Cabrillo, Kate Davis, Diana McDonald, Robert Morales-Zaragoza, Soma Sen, Hyon Chu Yi-Baker

Agenda Overview

- ~ 1:00-1:10: Introductions of new members
- ~ 1:10-1:20: Approval of the May 2015 meeting minutes (attached)
- ~ 1:20-1:35: Priority registration for international students (F14-1 attached)
- ~ 1:35-2:00: Plan of work and priorities for the 2015-2016 academic year

Minutes

- ~ 1:00-1:10: Introductions of new members

We have three new committee members, Prof. Geoffrey Liu representing CASA, Prof. Sen Chiao representing College of Science, and Prof. Natalie Boero, representing College of Social Sciences.

Chris explained I Seat - ACIP (Academic Council for International Programs) Representative on the membership roster. He served in that capacity until Spring 2014. Since then, the position has been vacant. There is a strong need to find a replacement for this position to represent SJSU at CSU meetings. He has contacted Michael Kimbarow, Senate Chair, and Eva Joice in hope that the position will be filled soon. He explained the responsibilities of the position and hoped full-time faculty members can consider this position. This position does not have release time.

In addition, there is also a new student member Veronica Carrillo. There are two seats for students and Alaric asked why only one seat is filled. Jing explained that the committee has made some progress from having no student member to having one. Alaric hoped that the second position would be filled because student members usually do a better job communicating the programs such as study abroad to other students. Jing will follow up on the student members.

- ~ 1:10-1:20: Approval of the May 2015 meeting minutes (attached)

Sage made a motion to approve the minutes, Alaric seconded, and all the rest were in favor. Jing will post the minutes.

~ 1:20-1:35: Priority registration for international students (F14-1 attached)

Sage talked about some concerns with how the block scheduling worked over the past summer. His understanding is that international students should have been taken of, e.g., registration should be done in a more timely fashion, so that they could have more welcoming experiences at SJSU. However, the registration was chaotic to start with. Block scheduling is a solution to the difficulty of first semester students enrolling in class. With block scheduling, students are provided with a prescribed schedule. The issue over the past summer was that the original scheduling for international students was in July, but it was postponed to August, which might have created concerns among international students regarding if they can successfully register for classes to maintain their F-1 status.

David noted that the block scheduling is the “fruit” of the work done by Non-Resident Success Task Force. A full-sledge, prescribed scheduling can address issues of the first-semester of attendance (i.e., international students cannot register for classes at SJSU, and have to register classes at community colleges.)

The committee studied Section 2.4 in the F14-1 Policy. In response to Steve’s comments in his email dated 08/26 “Section 2.4 could be modified to include students required to carry a full load (including international students; undergrads need 12 units per term)”, committee believed that there is need to look into what type of students have currently been covered by “external scholarship granting agencies/donors” as stated in Section 2.4. To start off, Alaric will contact Gale Lu to understand the matter and report back to the committee.

David asked why not bringing up the priority or earlier registration for international students to the attention of Senate. He suggested that we carefully phrase the registration as earlier and not priority. One simple rationale is that international students come a long way to attend SJSU and they pay higher tuitions. Their first few-month experiences will influence their opinions on SJSU, which may become WOM’s that affect the decision of future international students and possible the reputation of SJSU.

Brent suggested some data collection via SurveyMonkey to get the sentiments of the first-semester international students, e.g., what questions they have and what they are struggling with. Emilie felt that such survey may increase the level of their concerns. In fact, Enrollment Services has a program called *Text and Talk* (?) which seems to be effective for international students to ask questions and get answers.

~ 1:35-2:00: Plan of work and priorities for the 2015-2016 academic year

To start off, Jing explained the meeting agendas for the 2014-2015 academic year. She worked closely with Leann on the monthly meeting agenda. Guest speakers across campus, such as Sharon Willey, Emilie Schmidt, Dr. Joyce Osland, Julie Paisant, Jahmal Williams, Curt Anderson, and Alexander Chang, were invited to the monthly meetings to discuss how their work relates to international (inbound) as well as study abroad (outbound) students and global education.

Mike Gorman's email dated 8/31 (he was a committee member stepping in for Soma Sen in Spring 2015) sparked good discussions.

The role of IPSC was discussed. Jing's understanding is that there are two channels – informal and formal through which IPSC can have impacts. The informal channels work, such that having guest speakers from other campus units and helping them understand international students' needs and issues, or understanding what administration expects from IPSC. The formal channels work such as IPSC (an operating committee) draft policies and bring the policies to the policy committee for deliberation.

David suggested that Sharon Willey be a good guest speaker to share the administrative perspective on the role of IPSC. Jing will invite Sharon to guest speak in the October meeting.

There seems to be a strong need for more "actions" this year. Hence, two subcommittees are established at the meeting, with one focusing on Priority or Earlier Registration for International Students and the other on the role of IPSC in Communications between various global initiatives programs and the larger University. Chris and Brent indicated their interest in working on the Communications subcommittee.

The committee agreed that Jing would email all the committee members about the two subcommittees and invite members to join one of the subcommittees.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: October 6th, 2015, 347 Clark Hall

- **Present:** David Bruck, Sen Chiao, Kate Davis, Brent Duckor, Tricia Foust, Sag Hopkins, Chris Jochim, Geoffrey Liu, Leann Makhni, Soma Sen, Alaric Trousdale (incoming member), Jing Zhang
- **Absent:** Natalie Boero, Steve Branz, Robert Morales-Zaragoza, Hyon Chu Yi-Baker
- **Guest Speaker:** Sharon, Willey, AVP for Enrollment and Academic Services

Agenda Overview

1. Non-Resident Success Task Force - New Developments; Role of IPSC, Sharon Willey, AVP for Enrollment and Academic Services
2. Approval of the September meeting minutes
3. Two subcommittees: members and tasks
4. Update on Section 2.4 in the F14-1 Policy by Alaric
5. Announcement: November 13-20, Fall International Education Week

Minutes

~ 1:05-2:00: Non-Resident Success Task Force - New Developments; Role of IPSC, Sharon Willey, AVP for Enrollment and Academic

Sharon started by introducing non-resident task force and its focus on students-related issues after enrollment, e.g., campus resources and students' curriculum needs. She mentioned that David, Leann and Tricia also serve on the committee.

Sharon provided a handout showing the International Student Data at Census Fall 2015 (Fall 2014). The statistics of various student groups (e.g., new first time freshmen, new graduate students, and continuing students between 60 and 89.9) are reported. The statistics in Fall 2015 are increasing compared to Fall 2014. In addition, the current new first time freshmen are getting 13.22 average units load (AUL), which meets the standard 12-unit requirement for a F-1 student visa. This is largely attributed to the success of implementing block scheduling, which Cindy Kato is heavily involved.

The task force typically works on three needs: 1) enrollment, 2) campus resources (e.g., websites), and 3) strategic planning for enrollment. Regarding the last need, it is expected that SJSU will grow another 5% of international students population next year with an emphasis on undergraduate students.

Chris brought to the discussion that CSU has 3-4% target limit and asked if SJSU goes over the upper limit. Sharon replied that it was a decision by the President Cabinet. There was a need to balance resident and non-resident student populations. California residents will have a target of 3.5% increase.

David voiced his concern that tuitions paid by international students usually go to General Fund and cannot be spent on supporting international graduate students. Sharon added that in addition to the huge amount of tuition, another benefit is that having an international student body will help local or domestic students understand different ideologies and cultural values.

Leann added that 5% of target increase also considered the diversity of international students in terms of country and major, and a balance between undergraduate and graduate students. SJSU is now actively recruiting students from Brazil, Mideast, Europe, or the counties that FLP are in place.

Soma asked if there should be mechanism in financial aids that attract more graduate students. David answered that we do offer a lot of TA and a few RA positions. However, the university is more interested in collecting tuitions from international graduate students than offering them money to support them. David also mentioned that there is limited or none research grants that support graduate students. This is shocking given that as Jing recalled, there is an internal grant available for undergraduates - Undergraduate Research Grant (URG: <http://www.sjsu.edu/cfd/rsca/grants/#urg>).

Sen mentioned that at his former institution, there is a 2+2 program where students are jointed educated by SJSU and an international university.

Jing asked about the possibility of earlier registration proposal. Sharon explained that the proposal needs to go through Students Success Committee. And one of the reasons why the proposal (prepared by former director of IPS) got declined last time is the sheer number of the international students. It is over 3,000 students. Leann also explained that tax issue (resident students paid tax) may add another complexity to the reason why the former proposal was declined. Whether it is earlier or priority registration, Sharon believed that this may become more a political issue.

Jing asked Sharon for her thoughts on the role of IPSC committee on campus. Sharon believed that IPSC can do something on students' curriculum needs. For example, if there are classes that have prepared international students become familiar with the American style of teaching and learning, or adding the international component to the existing classes.

Leann asked Sharon if IPSC can also do something on the enrollment side, that is IPSC can help bridge between offices. Sharon suggested that letter to students is

something that IPSC can do. IPSC can send a welcoming letter to the perspective students and encourage them to eventually choose SJSU.

Other activities that IPSC can get involved were brainstormed, including transportation from airport, mentoring program, and international student orientation in August. For the latter, Sharon believed that it will become more welcoming for students if they can be greeted by professors even the professors are not in their major. Geoffrey suggested a mentoring program that “hooks up” a professor and students. The students are young adults who have just started livin in a different country, and they need more guidance and advice from a senior.

~ 2:00-2:05: Approval of the September 2015 meeting minutes

Chris made a motion to approve the minutes, Alaric seconded, and all the rest were in favor. Jing will post the minutes.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: November 3rd, 2015, 412 Clark Hall

- **Present:** Natalie Boero, Steve Branz, Sen Chiao, Brent Duckor, Tricia Foust, Diane Guerrazzi, Sage Hopkins, Chris Jochim, Geoffrey Liu, Leann Makhni, Soma Sen, Alaric Trousdale (incoming member), Jing Zhang
- **Absent:** David Bruck, Kate Davis, Robert Morales-Zaragoza, Hyon Chu Yi-Baker

Agenda Overview

1. Approval of the October meeting minutes
2. Update on Section 2.4 in the F14-1 Policy by Alaric
- **3. Two subcommittees: members and tasks
4. Announcement: November 13-20, Fall International Education Week

Minutes

Jing first brought the committee's attention to the Announcement of Fall International Education week. Information about the events is available at www.sjsu.edu/iss/events/iweek

~ Approval of the October meeting minutes

Brent suggested that "shocking" be changed to "surprising" in the discussion about a lack of research grants for graduate students. Jing will make the change. Soma made a motion to approve the minutes, Brent seconded, and all the rest were in favor. Jing will post the minutes.

~ Update on Section 2.4 in the F14-1 Policy by Alaric

Alaric has contacted Gail Lu regarding the external scholarship granting agencies or donors and the type of students who have currently received such grants. Alaric and Gail will report back to the Committee in the December meeting.

Priority registration normally should be applicable to 10% of the student population. And it normally does not apply to students who are in their first semester.

There are some concerns about TC (Transfer Credits) for undergraduates because it has to be done before students can be considered for advance registration.

Natalie asked why TC takes so long. There are a couple of reasons. First, Tricia said that it is labor intensive. PeopleSoft is not set up intuitively for an electronic transfer. In addition, Brent mentioned that faculty have to evaluate some courses

before they can determine whether the courses are transferable. Tricia added that the enrollment happens at two different places: Undergraduate Admission and Registrar Office. Sometimes it could be confusing for students to know where to start the TC process.

Steve commented that College of Business does a good job handling TC for both GE and major courses.

Concerning the “disjointed” TC process, Leann asked Tricia if this committee could do something to help streamline the process, in terms of evaluations and electronic grade setup.

Steve said that it usually takes 3-5 months for local articulations. Therefore, the students may have to wait until their second semester here at SJSU before they know for sure if their courses are transferable.

Diane was introduced to the committee as the new ACIP for SJSU. She’s just had a meeting in Long Beach in September, where the meeting revisited the bilateral programs in Italy, Spain, and Australia. Also, there are an increasing number of students from Mexico and several CSU campuses can place them. Alaric added that we have bilateral programs with four universities in Australia, and there is a strong art program based in Florence, Italy with 4 tracks.

~ Two subcommittees: members and tasks

Two subcommittees – named as “inbound” and “outbound” were formed and joined by self-selection. Each subcommittee spent the rest of the meeting time brainstorming different activities and events that IPSC can contribute.

The Inbound Subcommittee (a.k.a. Student Subcommittee in earlier meeting agendas and minutes) includes the following members at the meeting: Leann, Sen Soma, Tricia, Sage, and Jing. The Outbound Subcommittee (a.k.a. Communication Subcommittee) includes Diane, Steve, Chris, Alaric, Natalie, Geoffrey and Brent.

Inbound Subcommittee discussed four activities in various details:

- Welcoming messages: The messages are intended for incoming international students to SJSU upon admission and intent to enroll. Sage said that Athletics Department can shoot and edit a video message. Late March/early April would be the best time to do the filming and editing. The subcommittee needs to decide on the script and content of the video.
 - There were some discussions on the message and its formats in addition to video.
 - Tricia said that any message that goes out to the international students needs to be reviewed by her department.
- How IPSC can help with students’ curriculum needs, such as helpin international students be familiar with the American style of teaching and

learning, as well as including an appropriate amount of international component in some existing courses.

- Mentoring program
- How IPSC can help with the TC process

Thanks to Chris for sharing his meeting notes! Outbound Subcommittee discussed a range of suggestions that could help alleviate the perception and the problem of faculty lacking awareness of student study abroad and/or faculty abroad opportunities. These included

- more notifications to faculty about how to develop FLPs;
- targeted appeals to faculty about their departmental majors can participate in study abroad (e.g., target CHAD majors in College of Education, since they are almost all of the undergraduates in that college);
- reinstating CIES grants to faculty to promote study abroad with other faculty [or develop new FLPs?];
- investigating exchange agreements SJSU has signed with an eye toward determining publicizing these to relevant faculty; and
- asking Amy Strage, Director, Center for Faculty Development to schedule a workshop on how faculty can be more involved in inter-university exchanges and the promotion of study abroad opportunities for their students.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: December 1st, 2015, 347 Clark Hall

- **Present:** David Bruck, Brent Duckor, Diane Guerrazzi, Sage Hopkins, Chris Jochim, Leann Makhni, Alaric Trousdale (incoming member), Jing Zhang
- **Absent:** Natalie Boero, Steve Branz, Sen Chiao, Tricia Foust, Kate Davis, Geoffre Liu, Robert Morales-Zaragoza, Hyon Chu Yi-Baker
- **Guest Speakers:** Curt Anderson, Director of Marketing and Communications, CIES, Gail Lu, Program Support Services Coordinator, CIES

Agenda Overview

- ~ 1:00-1:10 Approval of the November meeting minutes
- ~ 1:10-1:30 External scholarship granting agencies or donors (update on Section 2.4 in the F14-1 Policy) by Alaric & Gail Lu
- ~ 1:30-2:00 Subcommittees at work: How to implement suggestions.
Joined by Curt Anderson

Minutes

- ~ 1:00-1:10 Approval of the November meeting minutes

Diane made a motion to approve the minutes, Brent seconded, and all the rest were in favor. Jing will post the minutes.

Jing will send out the monthly meeting dates for Spring 2016 to the committee.

- ~ 1:10-1:30 External scholarship granting agencies or donors (update on Section 2.4 in the F14-1 Policy) by Alaric & Gail Lu

Gail introduced government-sponsored scholarship programs, such as Institute of International Education (IIE), the Brazil Scientific Mobility Program, and Saudi Cultural Mission. The largest program is the Fulbright Scholarship Program offered by IIE. They provide both degree and non-degree programs. Some programs such as Saudi Cultural Mission only support degree programs. SJSU offers J-1 scholarship programs, which are usually non-degree. Those scholars will either teach or work with professors on research projects. The J-1 scholars usually get in contact with Faculty Affairs and individual colleges.

Gail is responsible for incoming scholarship programs whereas her colleague Peter Young is responsible for outgoing scholarship programs.

Gail talked about two specific Fulbright programs that she has been informed via emails. They are Junior Faculty Development Program (10-week) and Core Fulbright Visiting Scholar Program.

Brent and Diane shared their application experiences with the Fulbright scholarship program. They applied online through the Fulbright website and were not aware that there is a local support on campus. It is good to know that Peter Young can be the point of contact for future applications for the Fulbright scholarship.

Leann commented that both Inbound and Outbound Subcommittees could be involved in the Fulbright programs, such as exploring more specific Fulbright programs for SJSU faculty.

Fulbright Programs usually issue their own visa.

David asked about the cost for the hosting department. The number Gail shared at the meeting is about \$60,000, which Leann believed will support one scholar for two years, including both tuitions and room and board. There is a discussion that the scholar may pay in-state tuitions instead of out-of-state tuitions.

In addition to the housing arrangement, the hosting department may also need to provide an office, a computer and a library card for the scholar, according to Chris's experience.

~ 1:30-2:00 Subcommittees at work: How to implement suggestions.
Joined by Curt Anderson

Two subcommittees had their own meetings on how to implement suggestions.
Inbound Subcommittee at the meeting: Alaric, Brent, Chris, and Diane
Outbound Subcommittee at the meeting: David, Leann, Sage, and Jing
Both Curt and Gail joined the inbound subcommittee's discussion.

Inbound Sub-C focused on welcoming messages, and brainstormed specifics of the video messages. For example,

- different video shots
- the audiences who will watch the video (both incoming students and their parents)
- different settings (e.g., research labs)
- the diversity of the faculty members in the video
- length of the video (3-minute)
- and timeline

Curt mentioned the website (<http://www.sjsu.edu/global/>) which posts many video for incoming students. This could be a good source to understand what message has been communicated to the incoming students.

Sage mentioned that he would start the conversation with his department about video shooting and editing in March and the bulk of the work could be done in April. The timeline works well because May 1st is the Intent to Enroll deadline.

Two next steps were suggested:

- Jing will ask the committee members to nominate their colleagues for the filming purpose.
- Jing will send the update on welcoming message to Sharon Willey, AVP for Enrollment and Academic Services, to ensure that the Enrollment Services Office will send out the link to the video once completed.

Thanks to Chris for sharing his meeting notes! Outbound Subcommittee discussed previously identified items on which the subcommittee will focus as well as added to them. For example:

- Pursue collaboration with Emilie Schmidt (Global Education) on workshops for faculty who want to understand better how to develop FLPs. This item could be linked to the pre-existing idea of making targeted appeals to faculty about departmental majors who can participate in certain study abroad programs. It was also suggested that we/Emilie could plan a workshop specifically geared to the CASA situation (students required to have a study abroad experience).
- Regarding the aim to investigate exchange agreements SJSU has signed, the subcommittee decided (1) to explore more specifically Fulbright programs (such as the junior faculty opportunities on which Gail Lu had reported to IPSC and others on which Peter Young, IMC and CIES, may have information) and (2) to develop a comprehensive list of faculty participating in inter-university exchanges or other opportunities, e.g., EITHER as incoming or outgoing Fulbright scholars and, moreover, to seek Presidential support for a reception for them. A presidential reception for international scholars could include all possible mechanisms for exchange including but not limited to Fulbright. The idea is to recognize faculty at SJSU who have pioneered and built scholarship across the globe through exchange programs.
- It would be a good idea to develop (or revive) send-off celebrations for students selected to study abroad in the upcoming year.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: February 2, 347 Clark Hall

- **Present:** Natalie Boero, Steve Branz, Brent Duckor, Diane Guerrazzi, Sage Hopkins, Chris Jochim, Leann Makhni, Alaric Trousdale, Jing Zhang
- **Absent:** David Bruck, Sen Chiao, Tricia Foust, Kate Davis, Geoffrey Liu, Robert Morales-Zaragoza, Hyon Chu Yi-Baker
- **Guest Speakers:** Leslie Rohn, Chief Operating Officer, Tower Foundation
Gina Browne, Scholarship Coordinator, Financial Aid & Scholarship Office

Agenda Overview

- ~ 1:00-1:10 Approval of the December meeting minutes (attached)
- ~ 1:10-1:35 Internal scholarship process
Leslie Rohn, Chief Operating Officer, Tower Foundation
Gina Browne, Scholarship Coordinator, Financial Aid & Scholarship Office
- ~ 1:35-2:00 Generate a list of colleagues who will be filmed for the welcoming message
Discuss how to implement other suggestions from the two subcommittees

Minutes

- ~ 1:00-1:10 Approval of the December meeting minutes

Brent made a motion to approve the minutes, Sage seconded, and all the rest were in favor. Jing will post the minutes.

Jing called everyone's attention to the election of the Chair for this committee. Her term will end in May. If anyone is interested in chairing the committee, please let her know. Alaric asked if an EXO could serve as chair. Jing will check with Senate Office and report back in March.

- ~ 1:10-1:35 Internal scholarship process

Gina focused on the Loui Barozzi Scholarship because it is granted to international students and study abroad students. The application deadline is March 1st and Gail Lu is the coordinator. This particular scholarship is not an endowed scholarship.

There are other scholarships that support study abroad programs. Gina mentioned that on their webpage (http://www.sjsu.edu/faso/Scholarships/spartan_scholarship/), students can apply for the scholarship directly.

Leslie said that students who will go on FLP should apply as earlier as possible. Anyone who is going to future FLP is eligible. In the past, there was also a fee waiver for students,

but not now. Sage explained that there was an audit conducted in Spring 2015 with the final decision to terminate the fee waiver option.

Students in some Colleges such as Business can get the scholarship automatically from their College. Alaric said that he also heard that some students receive scholarship from Engineering and CASA. He was wondering if there are other scholarships out there. Leslie replied that when donors make a donation to the College or University, they can specify the use of donations in three areas: scholarships, endowment, and current use which sometimes can also be allocated to students as scholarship.

Diane added that in her College, there are 24 student scholarships with each worth \$500. It is very selective.

Leslie said that now various scholarships have an account with the Tower Foundation for an easy financial management. The Tower Foundation provides monthly balance statements among other services.

Leann mentioned Summer in Silicon Valley (SSV) program in College of Engineering. The program is led by Prof. Richard Chung, Department of Biomedical, Chemical and Materials Engineering. She also explained that Louie Barozzi Scholarship is not endowed. It was created in memory of Louie Barozzi. There are no founding members for this scholarship. Donation is normally collected through banquets.

~ 1:35-2:00 Generate a list of colleagues who will be filmed for the welcoming message
Discuss how to implement other suggestions from the two subcommittees

A brainstormed discussion generated the following list of candidates. Leann will communicate with Curt Anderson regarding what to be filmed before we send out an invitation to those potential faculty members.

- Matt Cabot: [Journalism & Mass Comm]
<http://www.sjsu.edu/people/matt.cabot/>
- Karthika Sasikumar: [Political Science]
<http://www.sjsu.edu/people/karthika.sasikumar/>
- Guna Selvaduray: [Biomedical Engineering] <http://bcme.sjsu.edu/profile/guna-selvaduray>
- Romey Sabalius: [Foreign Languages - German]
<http://www.sjsu.edu/people/romey.sabalius/>
- Shirley Reekie: [Kinesiology] <http://www.sjsu.edu/people/shirley.reekie/>
- Joyce Osland: [GLAC] <http://www.sjsu.edu/people/joyce.osland/>
- Ming Zhou: [School of Global Innovation and Leadership, formerly known as Organization and Management] <http://www.sjsu.edu/people/ming.zhou/>
- Leslie Speer [Industrial Design]
http://www.sjsu.edu/design/design_programs/industrial_design_program/indd_faculty/leslie_speer/

- Tanya Bakhru: [Sociology] <http://www.sjsu.edu/people/tanya.bakhru/>
- Connie Hwang
[Design] http://www.sjsu.edu/design/design_programs/graphic_design_program/gd_faculty/connie_hwang/
- Robert Morales-Zaragoza: [EE] <http://www.sjsu.edu/people/robert.morelos-zaragoza/>
- Keach Inaba: [Japanese Studies] <http://www.sjsu.edu/people/seiichiro.inaba/>
- Deepika Goyal: [Nursing] <http://www.sjsu.edu/people/deepika.goyal/>
- Ruth Wilson: [African American Studies]
<http://www.sjsu.edu/people/ruth.wilson/>
- Lauren Hanson: [Women's Soccer Head Coach]
http://www.sjsuspartans.com/sports/w-soccer/mtt/lauren_hanson_879971.html
- Dave Wojcik: [Men's Basketball Head
Coach] http://www.sjsuspartans.com/sports/m-baskbl/mtt/dave_wojcik_845781.html

In addition to the welcoming video, a welcoming letter was also suggested to be sent to the admitted international students. The letter can be written jointly from David and Steve (agreed at an after-meeting talk).

The Outbound Subcommittee members, including Brent, Chris, Diane and Gail Lu, had a meeting prior to the committee's monthly meeting. They have discussed how to put forward the recommendations they came up with in Fall 2015 and made a list of action items. *Attached please see their meeting minutes prepared by Gail.*

As a next step, Jing will invite Dr. Gilles Muller, Associate Dean of Research to the March meeting. The committee would like to learn more about the following topics:

- Possible connections between RSCA mission and Fulbright or other international research opportunities for faculty,
- Database of the faculty on campus who conduct international/cross-cultural research or collaborate with international scholars, and
- Policies on international research in general, etc.

Looking forward, the committee can contact Dr. Amy Strage, Assistant Vice President for Faculty Development and Director of Center for Faculty Development, to seek out possible research workshops that focus on international programs (e.g., Fulbright).

International Programs and Students Committee (IPSC) 2015-2016

Meeting: March 1, 347 Clark Hall

- **Present:** Natalie Boero, Steve Branz, Brent Duckor, Diane Guerrazzi, Chris Jochim, Leann Makhni, Alaric Trousdale, Jing Zhang, Christie Wright (representing Tricia Foust)
- **Absent:** David Bruck, Sen Chiao, Kate Davis, Sage Hopkins, Geoffrey Liu, Robert Morales-Zaragoza, Hyon Chu Yi-Baker
- **Guest Speaker:** Dr. Gilles Muller, Associate Dean of Research

Agenda Overview

- ~ 1:00-1:30 RSCA mission and Fulbright, database of the faculty who conduct international research, and policies on international research, etc., Dr. Gilles Muller, Associate Dean of Research
- ~ 1:30-1:40 Louie Barozzi Scholarship
Gail Lu, Program Support Service Coordinator
- ~ 1:40-2:00 Approval of the February meeting minutes (attached)
Questions about election of chair
Faculty candidates for welcoming message
Update on Study Abroad, Diane

Minutes

- ~ 1:00-1:30 RSCA mission and Fulbright and policies on international research

To begin with, Chris shared some background with Gilles regarding why our committee is interested in international research and related topics. The main goal for the committee is to understand how to improve international research opportunities on campus. Brent also added that such an understanding of the international research process would help engage faculty in a broader vision and build stronger ties with outside researchers. Brent asked specifically if there is a connection between RSCA and international research on campus.

Gilles explained that there are two types of international research. One consists of collaborations with people from different countries and the other is to use research labs in another country. There are funding agencies that support international research. For example, NSF (National Science Foundation) has specific grants for international collaborations. This could be for short-period collaborations (e.g., 3 weeks). The NSF website has the information that helps grant applicants identify different options with respect to international collaborations.

Gilles also mentioned that our Provost is committed to fund RSCA programs on campus. One of the programs, called the RSCA-Infusion Program, is new in Spring 2016. It is funded from the Provost as part of Strategic Priority #3 (RSCA and Professional Development).

One of the important policies on international research is the export control regulation. If a scholar is going to a different country and has sensitive research data on his/her laptop, this will become a concern. In addition, there are special permissions a scholar needs to obtain before conducting international research.

Chris asked if Gilles' office is involved with Fulbright programs. Gilles replied no. And in fact, he himself is interested in learning who the point of contact officer is. Leann said that Peter Young might be the point of contact. He is not affiliated with CIES anymore. As she recalled, Peter is currently a lecturer in the Department of Journalism and Mass Communications. Peter is knowledgeable about the Fulbright program, application, experience, etc. He sometimes provides supporting services. Peter is responsible for outgoing programs and Gail Lu is in charge of incoming programs. However, there seems to be no great amount of coordination about Fulbright programs on campus. Leann suggested that we have Peter Young come to the future meeting.

Diane said that based on her application experience, it seems fairly easy to apply for a Fulbright scholarship program using the national webpage. She was wondering if a local support is needed. Leann said that having a local point of contact on campus will help get more faculty members and staff interested in the Fulbright programs.

Chris asked if Gilles and his office work closely with Center for Faculty Development (CFD). Gilles said that there are a lot of collaborations between Office of Research and CFD in terms of research workshops, inviting research speakers from outside, etc.

Gilles asked what documentations are needed for the Fulbright application. Diane is applying for a hybrid program – combining both teaching and research. She recalled that she submitted a letter of support from her director and letters of recommendations from colleagues. Brent is applying for a research program, and has provided a letter of support from his College and a letter from the hosting university.

There was a discussion on how to promote Fulbright programs through CFD and Office of Research on campus. Leann said that her office has supported Fulbright student scholars, but no faculty scholars yet. She asked if faculty members are aware of where and how to find the information about research opportunities including Fulbright programs and others. Gilles said that an orientation is normally offered for new faculty members. Also, he and his office go to different colleges to introduce different research programs and opportunities. Brent recalled that Gilles spoke at his College and found it very helpful.

Leann asked Gilles if there is any staff member available in Office of Research who pulls together all the information about international research. Gilles counted the # of people in Office of Research and explained that there is quite a shortage of personnel.

Jing brought up Celebration of Research Event that Provost hosts every year. It may be a great opportunity for international research to get more visibility. Gilles agreed.

~ 1:30-1:40 Louie Barozzi Scholarship

Leann gave an update on the Louie Barozzi Scholarship. There are over 900 applicants this year and we will award two students – one F-1 student and one study abroad student. Gail will screen out applicants first based on completion of application and GPA criteria, etc. She will then forward the final candidates to the review committee. The review committee consists of Chris, Diane, Steve, Alaric, and Amie Shipman (new Study Abroad Coordinator).

~ 1:40-2:00 Approval of the February meeting minutes and other businesses

- Diane made a motion to approve the minutes, Chris seconded, and all the rest were in favor. Jing will post the minutes.
- Jing has contacted Senate Office regarding if all the seats on the committee are eligible to serve as chair. Patricia Backer, Chair of the Committee on Committees, replied that according to the Bylaws (6.8), except as otherwise provided in these bylaws, chairs of operating committees shall be elected by the committee. Any member of the committee, except an ex officio member, is eligible as chair. With respect to our committee, the A-I seats are EXO. Therefore, those people cannot serve as chair.

Jing mentioned that Natalie has shown an interest in serving as chair. Natalie met with Jing right before the monthly meeting and asked about specific duties and responsibilities of chair.

- Diane provided an update on the 1-year study abroad program. There were about 500 applicants CSU wide. There are only about 10 applicants from SJSU, whereas a lot of applicants are from SFSU. Italy is a popular country for study abroad, mainly because of its three strong programs – Studio Art, Italian Language, and Italy.
- Leann and Jing updated the committee on the welcoming messages. Eight faculty members have been chosen based on the diversity consideration and the popularity of the disciplines among student applicants. According to Curt Anderson, Director of Marketing and Communications at CIES, international students would like to see more “American” professors in the video.
 - Matt Cabot: [Journalism & Mass Comm] <http://www.sjsu.edu/people/matt.cabot/>
 - Karthika Sasikumar: [Political Science] <http://www.sjsu.edu/people/karthika.sasikumar/>
 - Guna Selvaduray: [Biomedical Engineering] <http://bcme.sjsu.edu/profile/guna-selvaduray>
 - Romey Sabalius: [Foreign Languages - German] <http://www.sjsu.edu/people/romey.sabalius/>
 - Shirley Reekie: [Kinesiology] <http://www.sjsu.edu/people/shirley.reekie/>

- Joyce Osland: [GLAC] <http://www.sjsu.edu/people/joyce.osland/>
- Ming Zhou: [[School of Global Innovation and Leadership](#), formerly known as Organization and Management] <http://www.sjsu.edu/people/ming.zhou/>
- Leslie Speer [Industrial Design] http://www.sjsu.edu/design/design_programs/industrial_design_program/ind_d_faculty/leslie_speer/

Jing will send out an invitation after knowing more about the details, such as filming time, location, etc. Leann will contact Curt Anderson regarding the details.

As a next step, committee would like to invite two new colleagues, Susie Morris (Director, Global Education and Initiatives) and Amie Shipman (Study Abroad Coordinator), and Amy Strage to the April meeting. Jing will invite them.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: April 5th, 347 Clark Hall

- **Present:** Natalie Boero, Steve Branz, Tricia Foust, Diane Guerrazzi, Chris Jochim, Leann Makhni, Jing Zhang
- **Absent:** David Bruck, Sen Chiao, Kate Davis, Brent Duckor, Sage Hopkins, Geoffrey Liu, Alaric Trousdale, Hyon Chu Yi-Baker
- **Guest Speaker:** Dr. Amy Strage, Susie Morris, and Amie Shipman

Agenda Overview

- ~ 1:00-1:05 Approval of the March meeting minutes (attached)
- ~ 1:05-1:30 Improving international research opportunities on campus
Dr. Amy Strage, Assistant Vice President for Faculty Development,
Director of Center for Faculty Development (CFD)
- ~ 1:30-1:50 Meeting new colleagues
Susie Morris, Director for Global Education & Initiatives
Amie Shipman, Study Abroad Coordinator
- ~ 1:50-2:00 Update on Louie Barozzi Scholarship
Update on welcoming message

Minutes

- ~ 1:05-1:30 Improving international research opportunities on campus

Jing explained to Amy that one of the main goals of the committee is to understand how to improve international research opportunities on campus. We would like to know how this committee and Center for Faculty Development (CFD) may work together to increase the awareness and participation of international research on campus. Leann added that, in particular, how to increase the awareness of Fulbright programs and create effective venues to share faculty interests.

Amy discussed several mechanisms used normally by CFD.

- Publicize events and gather people together through Brown Bag.
- Collaborate with faculty members on special sessions "Tea and Talk."
- Send surveys to faculty who are interested in particular topics.
 - Amy has once sent out a survey to faculty asking their professional journal editing experiences. She was surprised that 20-25 faculty members have such experiences. She organized a "Lunch-and-Learn" panel discussion and later on provided a summary of the advice/gist of the discussion through FAQ.

Amy recommended themed events (i.e., planning a whole year or semester events) because they get more attention than random events. The events can involve both faculty and students. CFD usually works closely with Research Foundation, Tower Foundation, and Fulbright Programs.

Chris mentioned that two members on the committee didn't involve on-campus resources when they applied for the Fulbright program. Amy is certain that Peter Young is the point of contact person. He has once contacted Amy directly to have a workshop on the Fulbright topic.

Leann asked how this committee could work together with CFD. Amy replied that CFD could be in partnership with IPSC and organize events. For example, 1) outgoing Fulbright programs categorized by topic or geography and 2) hosting international visitors. In Fall 2016, she suggested that we work together to offer one informal Brown Bag, and two "Lunch-and-Learn" events.

Susie asked in general, how long does Amy need to plan an event? Amy said that it depends on the type of events. If it is to publicize events, it may as well take about 10 minutes. If the event involves scheduling, coordinating, room reservation, catering, and putting together a panel, she will need more lead time to work around.

Amy and Leann brought up Helen Stevens Scholarship briefly. The scholarship had financially supported study abroad students in the past. They were hoping that the scholarship could be up and running again soon.

Susie announced that there would be 10-12 grants available for Faculty-Led-Program (FLP) site visits. A site visit to the FLP destination is required for faculty who are interested in developing a new FLP. Diane asked how long the FLP usually takes. Susie responded that the minimum is 9 days (travel days not included).

~ 1:30-1:50 Meeting new colleagues

Amie and Susie introduced themselves to the committee and explained their responsibilities, respectively.

Amie joined CIES last December. She worked alongside Alaric. Her work involves meeting with students and helping them understand the process of study abroad programs. With Gail Lu's departure from CIES, currently Amie is also in charge of scholarship programs.

Susie joined CIES in mid-January. As a new director of Global Education and Initiatives Department, her responsibilities include

- FLP – primary focus; there are 3 FLP applications for Summer 2016.
- Organization of incoming visitors
- Organization of international delegation visits

- International scholarship
- Management of the international contracts

She is planning to hire a student assistant and another program coordinator. Currently, Thao Phan is the only program coordinator.

Leann's office, International Student and Scholar Services, issues J-1 visas.

~ 1:50-2:00 Update on Louie Barozzi Scholarship
Update on welcoming message
Approval of the March meeting minutes

Amie reported back that 10 international students applied for the scholarship and 7 completed the application; 41 study abroad students applied and 32 completed the application. The Review Committee will make the decision by April 8. Leann clarified that there were actually no 900 applications. The number error was due to glitches on the application website.

Leann also made an announcement that there will be an award dinner celebration on Wednesday, May 11 @ 5:30pm. RSVP is required.

Jing provided an update on welcoming message. The committee has agreed on 8 faculty members in the March meeting. She has contacted all 8: 5 said yes, 1 was not sure and 2 haven't replied yet. In addition to these 8 professors, Jing and Leann have also contacted Prof. Julio Soto, College of Science. He is a White House Honors professor. He is on the assignment for NSF and available for video shooting between April 11 - 14 only. Leann will contact Curt and his team to see if it is possible to have Prof. Soto's video done first. If it is not possible, Steve suggested that we contact Prof. Cleber Ouverney.

Chris made a motion to approve the March meeting minutes, Natalie seconded, and all the rest were in favor. Jing will post the minutes.

International Programs and Students Committee (IPSC) 2015-2016

Meeting: May 3rd, 347 Clark Hall

- **Present:** Natalie Boero, Steve Branz, Brent Duckor, Tricia Foust, Sage Hopkins, Leann Makhni, Alaric Trousdale, Jing Zhang
- **Absent:** David Bruck, Sen Chiao, Kate Davis, Diane Guerrazzi, Chris Jochim, Geoffrey Liu, Hyon Chu Yi-Baker
- **Guest Speaker:** Robert Arcangel

Agenda Overview

- ~ 1:00-1:05 Approval of the April meeting minutes (attached)
- ~ 1:05-1:30 International recruitment and new developments
Robert Arcangel
International Recruitment Specialist, CIES
- ~ 1:30-1:40 Election of Chair
- ~ 1:40-2:00 Updates
Committee reflections and expectations

Minutes

- ~ 1:05-1:30 International recruitment and new developments

Robert joined SJSU CIES in August 2015. Previously he worked on the East Coast in Pennsylvania. He explained that Alex Chang at the moment was in Germany and would be back to office next week. As for himself, he will have one more trip to Vancouver, Canada before the end of the semester.

He has shared a list of countries he has been travelling to for recruitment by semester:

Fall 2015:

- Europe including UK, Germany, France and Turkey
- Brazil
- Taiwan, Japan, Southeast Asia such as Vietnam and Indonesia

His colleague Juliet Tyson travels to India every year. Curt Anderson also made two trips to Turkey and Kuwait in Fall 2015.

Spring 2016:

- Kuwait, Brazil, Germany, Canada, Scandinavia countries, South Korea and Japan.

Alex made trips to Taiwan and China.

Steve had two questions for Robert. First, what is the ratio among recruited freshmen, upper divisions (transfers) and graduate students? Second, which country shows the best result in terms of return on recruiting effort?

Robert replied that there has been an increasingly more focus on undergraduates in countries such as Malaysia and Singapore (focus on transfers/upper divisions) and North European countries (focus on freshmen – they have been visiting high schools).

Steve commented that articulation could be challenging for freshmen. He hopes that Robert and his colleagues work closely with his office on this aspect.

In answering Steve's second question, Robert said that after the May 1st deadline, his office will get a better pointer of where these admitted students come from. This result will help plan for 2016-2017 recruitment strategies.

Tricia shared a few stats about the application and admission of international students. There is an increase in applications in all the three categories. The percentage below means an increase compared to last year.

Frosh: 16%
Transfer: 17.9%
Graduate: 13.3%

Similarly, there is also an increase in the # of admitted undergraduates.

Frosh: 34.1%
Transfer: 1.5%

However, there is a decrease in # of admitted graduates (-14.2%) mainly due to the limited space in our graduate programs, especially engineering.

The actual head counts of admitted undergraduates are shown below:

	This Year	Last Year
Frosh	370	276
Transfer	200	197

Robert commented that India is the largest market for international students. There is a need to diversify the country of origin of international students by recruiting more from Vietnam, Indonesia, European countries, Brazil, and Turkey. Students from North European countries are interested in the SJSU athletic programs. Although students in Norway can receive free college education, they find our athletic program very appealing.

Jing asked if there is a follow-up survey to understand why admitted international students decided to come to SJSU, and why other students chose not to join SJSU. Tricia said that there is no such centralized assessment available now. The survey results if available could help decide on the main selling points of SJSU in future recruitments.

Robert talked about different communication plans to inform and contact international perspective students, including phone calls, physical recruiting, international brochures, and emails. Tricia commented that with texting becoming so popular among young people, texting and using social media would be more effective to reach out high school or college students compared to phone calls.

Finally, Robert shared his three thoughts on international recruiting:

1. It is relatively easy to promote CSU compared to a private college he used to work for.
2. SJSU benefits greatly from its location – Silicon Valley and nearby companies such as Apple.
3. We need to bring more diverse international students in terms of country and program focus.

~ 1:30-1:40 Election of Chair

This is Jing's last term on the committee. Early this semester, she has announced that there would be an election of new chair in the May meeting. Natalie Boero expressed her interest in chairing the committee. She also met with Jing to understand the responsibilities of chair. Jing made a motion to elect Natalie Boero the new chair of IPSC committee, effective at the beginning of 2016-2017. Brent seconded and all the rest were in favor.

~ 1:40-2:00 Updates
Committee reflections and expectations
Approval of April meeting minutes

Brent made an announcement about his application for Fulbright program and shared his afterthoughts. He said that he did not receive the funding this year. He has contacted IES Officer and tried to get some feedback. However, the feedback is not concrete, except that he was encouraged to apply again. One of the reasons is that Australia (the country Brent applied) is the No. 1 country that people apply for Fulbright programs. Hence, Brent said that you may end up competing with scholars in other possible fields but who are also interested in going to Australia. Brent would like to share his perspectives about Fulbright applications in the future committee meeting.

Tricia announced that Graduate Orientation would be held on August 18. The capacity will be 1,400 people. There will be 2 groups of orientation. One group starts @ 10am in Morris Dailey Auditorium (with a capacity of 550), and the other group starts @ 11am in Student Union (with a capacity of 850). Tricia said that volunteers are needed for the events. There will be two separate registrations @ 8:30-10:30am. Visa check-in is mandatory for all international students. Last year, a total of 1,800 students were expected to attend the orientation and about 1,300 students actually showed up.

Jing summarized what this committee has accomplished during 2015-2016. Specifically, two subcommittees were formed early in the academic year, namely inbound and outbound.

- Inbound subcommittee primarily focuses on recruitment and retention of international students. A welcoming video message will be made and sent to admitted students to encourage them to enroll in SJSU. A total of 7 faculty members representing SJSU will be interviewed between 5/9-5/16 by the video production team in the Athletic Department. The final video will be 2-3 minute long.
- Outbound subcommittee primarily focuses on how to improve international research opportunities (e.g., Fulbright programs) on campus. Guest speakers, including Dr. Gilles Muller and Dr. Amy Strage were invited to the monthly meetings to discuss what IPSC can do to enhance the awareness of and participation in international research from faculty.

Brent also commented on how this committee helps the information sharing process, and helps committee members to bring new ideas to faculty and students.

Natalie made a motion to approve the April meeting minutes, Leann seconded, and all the rest were in favor. Jing will post the minutes.